



# Mandatory Boater and Hunter Education Programs Instructor Application

Texas Parks and Wildlife Department • 4200 Smith School Road, Austin, [www.tpwd.texas.gov](http://www.tpwd.texas.gov); 512-389-4999 Hunter Ed

**MUST CHECK:**  **Boater Education**  **Hunter Education**  **Bowhunter Education**

Along with this application, remember that you will need to complete a basic **Student Course**, an **Instructor Course** and **Game Warden Interview**. (Please consult game warden listing at [www.tpwd.texas.gov](http://www.tpwd.texas.gov) to obtain contact information).

**Please check:** \_\_\_ **Asst. Instructor** (Ages 15 – 20) \_\_\_ **Instructor** (Age 21+) \_\_\_ **Volunteer** \_\_\_ **Professional Educator**  
(all that apply): *PLEASE PRINT LEGIBALLY* \_\_\_ **TPWD Employee/Game Warden**

Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Date of Birth \_\_\_\_\_ Gender  M  F Name of School/Inst. if a Professional Educator:

Driver's License number \_\_\_\_\_

Phone: cell (\_\_\_\_\_) \_\_\_\_\_ home (\_\_\_\_\_) \_\_\_\_\_ work (\_\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

ETHNICITY:  White  Hispanic  Black  American Indian/Alaskan  Asian/Pacific Islander  Other

**PLEASE CHECK ONE: (Note: Must have passed a state/province-certified student course to be accepted.**

I have passed the Texas \_\_\_ Boater \_\_\_ Hunter \_\_\_ Bowhunter Education Student Course

I have passed another state's\* \_\_\_ Boater \_\_\_ Hunter \_\_\_ Bowhunter Education Student Course \_\_\_\_\_  
State \_\_\_\_\_

I've been an instructor in another state's\* \_\_\_ Boater \_\_\_ Hunter \_\_\_ Bowhunter Education Program \_\_\_\_\_  
State \_\_\_\_\_

*I fully understand that a game warden and TPWD Human Resources Division will complete a background check on me prior to my appointment as an instructor. If appointed, I will contribute the necessary time to the TPWD Mandatory Education Program(s) for which I am applying. I accept my responsibility as a certified instructor and will not knowingly certify any person who has not met the minimum age and training requirements.*

**WARNING:** Knowingly making false certifications/student documentation may constitute a 3rd Degree Felony, Texas Penal Code -- punishable by fine not to exceed \$10,000.00, confinement not to exceed 10 years, or both fine and confinement.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

You will receive a computer-assigned **Instructor ID Number** upon certification.

*Texas Parks and Wildlife Department maintains the information collected through this form. With few exceptions, you are entitled to be informed about the information we collect. Under Sections 552.021 and 552.023 of the Texas Government Code, you are also entitled to receive and review the information. Under Section 559.004, you are also entitled to have this information corrected.*

**TEXAS PARKS AND WILDLIFE DEPARTMENT  
HUNTER EDUCATION INSTRUCTOR WORKSHOP**

**RELEASE & ACKNOWLEDGEMENT**

Release made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by

\_\_\_\_\_ whose address is  
(Name)

\_\_\_\_\_,  
(Street, etc.)

\_\_\_\_\_, Texas \_\_\_\_\_  
(City) (Zip)

In consideration of the permission by Texas Parks and Wildlife Department granted to the above named individual to participate in a Texas Hunter Education Workshop activity at

\_\_\_\_\_, Texas,  
(Location/Facility) (City)

I hereby release and discharge Texas Parks and Wildlife Department (TPWD), its agents, employees and officers from all claims, actions demands and judgments which I, the undersigned, may have or claim to have against TPWD or its successors for all personal injuries, known or unknown, and injuries to property, caused by or arising out of the above described activity.

I authorize any photos/videos taken of me during this workshop or at future workshops and related activities to be used for newsletters/publications within the Hunter Education Program.

I acknowledge that I have reviewed the online or flash drive version of the *Texas Parks and Wildlife Department's Hunter Education Instructor Manual*, and have been instructed in the *Program, Policies & Procedures* at this Instructor Course on the date listed above/below.

I fully understand and agree to follow all TPWD Program Policies and Procedures as set forth by the guidelines in this Instructor Manual. I further understand that any violation of the policies and procedures found within the Instructor Manual, its periodic amendments, or failure to perform my duties at a level which meets or exceeds the standards set forth by the TPWD Hunter Education Program, may lead to revocation of my Hunter Education Instructor certification.

I, the undersigned, have read this release and acknowledgement and understand the terms herein. I execute it voluntarily and with full knowledge of its significance.

In witness hereof, I execute this document on the day and year shown here.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

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Life's better outside.™

## Authorization and Consent for Disclosure of Criminal History Information

In connection with the evaluation of my suitability for employment, volunteer status or contracted services to TPWD (either as an independent contractor or as an employee of an organization or business who has entered into a contract with TPWD), I give my consent for TPWD to obtain criminal history information related to my application for employment, volunteer status or contracted services to TPWD. I understand that criminal history information includes any criminal conviction records for deferred adjudication, misdemeanor or felony offenses at age 17 or older. Any such information will be used solely for employment, volunteer status or contracted services related considerations and not for any other purpose.

I authorize, consent, and grant permission to any person or entity to release to TPWD or its agent(s) any and all information regarding my criminal history. I waive any and all claims I may have with respect to providing such information. I understand that TPWD and its agent(s) are not responsible for the accuracy or completeness of the information contained in such reports. I release TPWD and its agent(s) from any and all liability, claims, and lawsuits with respect to the information obtained from any or all the sources used by TPWD and its agent(s).

I understand that this authorization is not an offer of employment, volunteer status or contracted services by TPWD and that any false or misleading information I have provided to TPWD may result in a refusal to hire, promote, reassign, or continue employment, volunteer status or contracted services. I also understand that this authorization is a continuing authorization and will remain valid until such time as I inform TPWD in writing that I revoke this authorization.

### Please Legibly Print or Type:

Posting Number: \_\_\_\_\_ If Volunteer, Type of Volunteer: \_\_\_\_\_  
Position Title: \_\_\_\_\_

State Park/or Facility Location: \_\_\_\_\_

Print Name: \_\_\_\_\_  
(Last) (First) (Middle)

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Date of Birth: \_\_\_\_\_  Male  Female  
(MM / DD / YYYY)

Driver's License Number: \_\_\_\_\_ Phone: \_\_\_\_\_  
(State) (Number) Alt. Phone: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant may be obtained during interview or any time prior to hire. Date

Texas Parks and Wildlife Department • 4200 Smith School Road, Austin, Texas 78744 • 1-800-792-1112, press 8 • [www.tpwd.state.tx.us/jobs](http://www.tpwd.state.tx.us/jobs)

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<b>TPWD Office Use Only:</b>	
Program/Site:	_____
Contact:	_____
TPWD Human Resources:	Approved by: _____
	Date: _____

**TEXAS PARKS AND WILDLIFE DEPARTMENT  
BOATER, HUNTER OR BOWHUNTER EDUCATION PROGRAM**

**INSTRUCTOR COURSE TRAINING REPORT**

BOATER                       HUNTER                       BOWHUNTER

**PLEASE PRINT**

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
Email

Completed the necessary hours of training in Instructor Program, Policies & Procedures, Classroom, Field and Training Exercises, and I recommend him/her for further processing in achieving Boater, Hunter and/or Bowhunter Instructor Certification as indicated above.

Comments \_\_\_\_\_  
\_\_\_\_\_

Pre-Test Score \_\_\_\_\_

Final Test Score \_\_\_\_\_

\_\_\_\_\_  
Date of Training

\_\_\_\_\_  
Signature  
Boater, Hunter or Bowhunter Education Staff, or  
Area Chief Instructor

\_\_\_\_\_  
Instructor's Printed Name

\_\_\_\_\_  
Instructor I. D. Number

**FOR AUSTIN USE ONLY**

Certified

Not Certified

\_\_\_\_\_  
Date

\_\_\_\_\_  
Hunter or Boater Education Coordinator

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HUNTER EDUCATION MUTUAL AGREEMENT

BETWEEN

TEXAS PARKS AND WILDLIFE DEPARTMENT

AND

STATE OF TEXAS

COUNTY OF TRAVIS

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between Texas Parks and Wildlife Department (TPWD) and the \_\_\_\_\_, (District or School) each acting by and through duly authorized officials:

WITNESSETH:

WHEREAS, the dissemination of information contained in the hunter education course furthers the respective lawful purposes of the parties hereto:

NOW, THEREFORE, in consideration of the premises and the mutual covenants hereof, the parties hereto:

1. The District or School shall offer courses for students nine years of age and older in a TPWD-approved hunter education course. The course is that required in the Texas Hunter Education Program as described in Parks and Wildlife Code Sec. 62.014 and implementing regulations.
2. The teacher for any such course shall be TPWD-certified/approved; and
  - a. Must have successfully completed an approved student course; and
  - b. Must have successfully completed an instructor's course; and
  - c. Must successfully complete game warden interview;
  - d. Pass a criminal background check; and
  - d. Be approved by the District or School.
3. Texas Parks and Wildlife Department will supply materials for such courses as follows:
  - a. Hunter and bowhunter education manuals and, upon successful completion, decal and permanent instructor and student certification cards.
  - b. Visual aids and training supplies as they become available.
  - c. Additional resources for hunter and bowhunter education and Hunting 101s
  - d. Forms and materials produced by TPWD for use in the program. These materials include, but are not limited to, wildlife management and conservation literature, evaluation techniques, targets, TPWD publications, regulations and publicity forms.
4. TPWD will make available to the District or School, consultants for teacher training and orientation. A local game warden is an additional TPWD resource who may be contacted.

5. The teacher certified as a hunter and/or bowhunter education instructor shall fulfill the following responsibilities:
  - a. Ensure that all courses taught conform to TPWD course requirements.
  - b. Ensure all courses are set up via the Online Registration System including attendance and grades entered, prep/taught hour logged and proper payment made.
  - c. Submit supply orders for initial or replacement classroom material, manuals and decals to TPWD via the Internet at least one (1) month prior to first day of course.
  - d. Ensure proper distribution of material to students.
  - e. Upon terminating the program, return all course materials to TPWD.
  
6. This agreement is terminable upon sixty (60) days written notice by either party.

7. The course fee of \$15 per student will be charged to consenting students of the District or School and remitted to TPWD. (Instructors may retain \$10 per student to be used for training aids or supplies for courses.) Those students who choose not to participate in TPWD's certification program (but are attending because of the school's curriculum) shall return the hunter education manual at the end of the course and will not be considered enrolled students in the program. However, all students participating in and successfully completing the course are encouraged to pay the fee and gain certification for possible use and/or need later.

THIS AGREEMENT EFFECTIVE as of date first written on the front page (1) of this agreement.

SCHOOL \_\_\_\_\_

School Principal (Signature)	(Printed Name)	Date
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By: \_\_\_\_\_

Hunter Education Instructor (Teacher) (Signature)	(Printed Name)	Date
------------------------------------------------------	----------------	------

By: \_\_\_\_\_

Hunter Education Instructor (Teacher) (Signature)	(Printed Name)	Date
------------------------------------------------------	----------------	------

By: \_\_\_\_\_

Hunter Education Instructor (Teacher) (Signature)	(Printed Name)	Date
------------------------------------------------------	----------------	------

TPWD \_\_\_\_\_

Hunter Education Coordinator (Signature)	(Printed Name)	Date
---------------------------------------------	----------------	------

**Please scan and email to: [Instructor@tpwd.texas.gov](mailto:Instructor@tpwd.texas.gov)**

If mailing, please return to:  
 Texas Parks and Wildlife Department  
 ATTN: Hunter Education  
 4200 Smith School Road  
 Austin, TX 78744